

PREREQUISITE REGISTRATION FORM

(ONE COURSE REQUEST PER FORM)

- Apply to the college – it is free! <http://www.anokaramsey.edu/admissions/steps-to-become-a-student/>
- Complete this form and email it or fax it with the unofficial transcript(s) or documentation proving you have met the prerequisite(s) to the Records and Registration Office. This form **MUST** be submitted with an unofficial copy of the transcript you are using to prove you have met the prerequisite.
- **Your name and the Institution's name MUST be imprinted on the transcript by the institution you attended. (not handwritten)**
- You will be notified at the email address you provided below or by phone when you have been cleared to register for the selected course listed below.
- This does not guarantee placement in the designated course & it does not prevent the course from filling prior to your attempt to register.

STUDENT NAME: _____
Last First M.I.

ARCC STUDENT ID (8-DIGIT#) or StarID:

CURRENTLY ENROLLED AT ANOKA RAMSEY: YES NO PREVIOUSLY ENROLLED AT ANOKA RAMSEY: YES NO

ADDRESS: _____

PREVIOUS NAME(S) USED: _____

E-MAIL ADDRESS: _____ PHONE NUMBER: _____

SEMESTER/YEAR: SUMMER / _____ (May-Aug) FALL / _____ (Aug-Dec) SPRING / _____ (Jan-May)

	ARCC Course ID (6-digit #)	Department (3-4 alpha letters)	Course # (4-digit #)	Section # (2-digit #)	Name of Institution where prerequisite was met- include Course Department & Number		
1 st choice	<i>Example: 000123</i>	<i>MATH</i>	<i>1400</i>	<i>30</i>	<i>U of MN, Twin Cities</i>	<i>MATH</i>	<i>1155</i>
Lab (if required)							
(If 1 st choice is full) 2 nd choice	<i>Example: 000124</i>	<i>MATH</i>	<i>1400</i>	<i>31</i>	<i>U of MN, Twin Cities</i>	<i>MATH</i>	<i>1155</i>
Lab (if required)							

I understand that I **must register myself online** after the Records Office notifies me by phone or email that I can register online.

COMMENTS/: (Office Use Only)

STUDENT SIGNATURE:

DATE:

Records & Registration Office
763-433-1400

Email: prereqreg@anokaramsey.edu OR Fax: 763.433.1401